

Division of Workforce Development

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Tom Jones
Director

June 22, 2000

MEMORANDUM TO CHIEF ELECTED OFFICIALS, WIB CHAIRS, WIB CONTACTS,

DWD Issuance 13 – 99

Subject: Technical Assistance Guidance on Documentation/Verification Systems for Title I of WIA.

1. **Purpose:** To transmit DWD's Technical Assistance on the subject of eligibility documentation.
2. **Substance:** Attached herein is the Division of Workforce Development's Technical Assistance Guide for enrollments under Title I of the Workforce Investment Act (WIA). As the Department of Labor has not yet issued final Federal Regulations for WIA, this document may be subject to change.

The guide presents information that is deemed good practices by DWD monitors.
3. **Action:** Local areas may use the attached TAG in developing local eligibility documentation procedures. Such procedures must be in place prior to the enrollment of new participants under WIA.
4. **Contact:** If you have any questions regarding this issuance, please contact Lindell Thurman, Manager, Field Services (573) 751-7895.
5. **Cross/
Historical:** Workforce Investment Act and associated federal regulations registers.

Tom Jones, Director

TJ/LT/TR/bba

cc: John Cope
Assistant Directors
DWD Managers